

LPMT EXECUTIVE COMMITTEE AGENDA
DEC. 11, 2003
CONFERENCE CALL, 3:00 P.M. TO 5:00 P.M.

For conference location, contact Ed Bernard (415-538-2520)

1. 3:00-3:10 p.m.: Approval of Nov. 2003 minutes (and reminder about Jan. in-person meeting in Santa Monica from 12-5 on Friday, Jan. 23, 2004)
2. 3:10 p.m.- 3:20 p.m: Introduction of all attendees: names only.
- 2a. Should we charge for a lost CD or send it free to member who requested it?
3. 3:20 p.m – 3:40 p.m. SEI: reminder about
 - All paperwork due by Dec. 13
 - Discuss whether speakers must agree to allow Bar to tape at SEI
 - Ex Com dinner 7 pm. on Friday night, Jan. 23
4. 3:40 p.m – 3:50 p.m.: Treasurer's Report by A.J.
5. 3:50-4:00 -- Should we accept CEB's deal? For details, see <http://www.CEB.COM/PROMOTIONS/STATEBARREBATE.ASP>
6. 4:00 -- 4:10 Applications are due Feb. 2 for new Ex Com members
7. 4:10 p.m. – 4:40 p.m: Sub-committee Reports
 - **Special Projects: Dana, Chair**
 - Dana: Revival of LPMT mcle credit
 - Richard Carlton: Report re: Free-standing seminar in 2004 or 2005 with Solo/Small Firm section
 - **Education: Jim, Chair**
 - Irwin: SEI-report
 - Russell: LegalWorks-April: status report if any
 - **Vendor Sponsorship: Alex, Chair**
 - Alex: Vendor list
 - Advertisements in The Bottom Line--who is spearheading this?
 - Russ: Advertise on CD
 - **Membership: Ed, Chair**
 - Ed:
 - O.C. Last Dash
 - Recruitment: perks for new admittees--CD or BL?

- **Web site _____, Chair?**
 - Report from Steve whether to retain Mark Rosch as LPMT webmaster now that he is no longer required to send Michael html pages.
 - Committee members: User friendliness of site
- **Newsletter: Marcia, Chair**
 - New committee members are STILL needed
 - List of potential articles and mcle quizzes for the year.
 - Theme issues?
 - Ad rate sheet needed-Shawn to supply one
 - Survey—Your favorite cell phone, pda, etc.
- **By-Laws: Deana and Peter, co-Chairs**
 - Revision (special focus on guidelines for Special Advisors)
- **Long Range Planning, Marcia, Chair**
- **Liaison: Ed, Chair**
 - Board of Governors
 - Section of Council Chairs

8. 4:50 p.m.-5:00 p.m.: New business

Adjourn